



North Carolina Division of Parks & Recreation

Recreational Trails Program

Grant Application

The application evaluates projects for RTP Grant funding. Any qualifying agency or non-profit may submit one application per project. Be sure to provide accurate, sufficient, & succinct information.

- ❖ Review the [RTP Information Booklet](#) before completing this form and providing supplemental materials, as the process may have changed from previous years.
- ❖ Please, contact the [NC Trails Program](#) if you have questions regarding this application.
- ❖ All boxes highlighted in **RED** are required before application submission!

Grant Year:

Sponsoring Agency/Organization's Information:

Sponsoring Agency/Organization's Name:

Sponsoring Agency/Organization Type:

If a "Registered Non-Profit", please provide organization's DUNS Number:

Federal Tax ID Number:

Sponsoring Agency/Organization's Contact Information:

Prefix: First Name: Middle Initial:

Last Name: Suffix:

Contact Title:

Mailing Address:

City: State: Zip code: -

Phone Number: Extension:

E-mail Address:

Has the agency/organization received an RTP Grant in the past?

If "Yes", please provide the contract number and year the Grant(s) were received:

TRAIL PROJECT INFORMATION

The ***Division of Parks and Recreation***, the ***NC Trails Program***, & the ***North Carolina Trails Committee*** value trail projects that are legal, safe, and managed, which provide connectivity, legal public access, and parking. Please do not hesitate to contact our ***Trails Program Staff***, if you have any questions.

Name of Trail Project:

Project Classification: *(Applies to project deliverable(s) that will be paid for with RTP funding only.)*

If classification is a "*Combination*", provide a breakdown by percent (%), based on RTP funding. (example: New Trail Construction 75%; Approved Trail/Greenway Facilities 15%; Informational Trail Head/Directional Markers 05% = Combination of 100%)

New Trail/Greenway - Unpaved:

Informational Trail Head/Directional Markers:

New Trail/Greenway - Paved:

Purchase of Tools/Equipment:

Trail/Greenway Renovation:

Land Acquisition for Trail Purposes:

Approved Trail/Greenway Facilities:

Total:

Recreational Trails Program category is: *(User categories are applicable for Informational Trail Head/Directional Markers & Purchase of Tools/Equipment.)*

Select the *highest* ranking trail designation for your project: (Trail designation is applicable for Informational Trail Head/Directional Markers & Purchase of Tools/Equipment.)

What type of connection does your trail project make to an existing trail/greenway network?

Primary designated trail user:

Indicate ALL permissible trail uses for this project:

OHV/ATV:

Canoe/Kayak:

Equestrian:

Pedestrian:

Mountain Biking:

Trail Design Standard: *(Designed according to a construction design standard.)*

IMBA: Trail Solutions

USFS: Trail Construction & Maintenance Notebook

USFS: Equestrian Design Guidebook for Trails, Trail-heads, & Campgrounds

AASHTO: Guide for the Development of Bicycle Facilities

NOHVCC: Park Guidelines for Off-Highway Vehicles

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TRAIL PROJECT LOCATION

Project County:

* If "*Multiple Counties*", please list *all* counties in which the project is located.

Legislative Information for project site: (*Include ALL districts if project falls in multiple districts.*)

U.S. Congressional District(s):

N.C. House District(s):

N.C. Senate District(s):

Physical location of project site:

* *Include the 911 location & the closest street address or road intersection, city, and zip code, to enable staff to be able to locate the project on a map.*

Latitude & Longitude: (Decimal Degrees - *example*: Raleigh, NC is at 35.787743, -78.644257)

* *The latitude and longitude are used to verify information during Environmental Review.*

Latitude:

Longitude:

The trail project is located on: (*CURRENT status of the land.*)

* *If the trail project is located on leased, private land with legal, documented, public use rights (for a minimum of 10 years); document (Example - easement, lease, MOA/MOU, written permission.) submission will be **required** with Form B of the grant application process.*

TRAIL PROJECT FUNDING

Amount of RTP funding requested: (*Maximum Grant Award = \$100,000, Minimum Grant Award = \$10,000*)

X 25% Required Match =

** Grant recipients must be able to finance the project while periodically requesting reimbursement.*

Is additional funding required for your project, other than the RTP Grant Amount and the required 25% Cash/In-kind Match?

If "Yes", has the additional funding been secured for your Force Account & In-Kind Match for your RTP project?

** If "Yes", official letterhead documentation is required & must be included with application attachments. If "No", explanation of the source of the additional funding will be required with Form B of the grant application process.*

Are there any additional "Non-Contractual Contribution" funds toward the project?

** If "Yes", please describe the "Non-Contractual Contribution(s)" in the space provided below.*

Legally Permissible:

Does the project have a local governing body's approval (City/County Council, Board of Commissioners, Park Advisory Committee, or Board of Directors), supporting at least a 25% match and completion of the project within 2 years?

** If "Yes", official letterhead documentation is required & must be included with application attachments.*

PROJECT DESCRIPTION

Project Description:

In the space provided below, briefly describe your project. Be sure to include enough detail to convey your project to someone unfamiliar with your project and/or its location, such as: length, width, connectivity, etc. Please define your project description in terms of the components of sustainability referenced in the [RTP Information Booklet](#). This description will be used to determine your project's overall sustainability as compared to other projects submitted.

* This statement should be suitable for public review. The text provided in this box will be published internally and externally without editing by DPR or the State Trails Program. (Text is limited to the space provided.)

Maximally Productive:

Has the public been given the opportunity to comment on the project?

* If "Yes", official letterhead documentation is required & must be included with Form B application attachments.

Environmental Review

Environmental Assessment:

Does the project have the potential for significant adverse effects on wetlands; surface waters: rivers, streams, or estuaries; State Park lands; Game Lands; prime agricultural or forest lands; or areas of Local, State, or Federally recognized scenic, recreational, archaeological, ecological, scientific research, or historical value, including secondary impacts; or would threaten a species identified on the Department of Interior's or the State's threatened and endangered species list?

The development of an environmental assessment and submittal to the "North Carolina State Clearinghouse" may be required if the following conditions are true:

Does the project exceed \$10 million of State Funds?

Does the project result in the disturbance or change of 10 or more acres?

Cultural Resource Review:

All projects must be submitted to [Cultural Resources](#) for review if funded.

Does the project impact any mapped cultural resources?

** If unknown, please use the [Data Explorer](#) to see if there are impacts to cultural resources.*

CAMA Review:

Is the project located in one of the [20 CAMA Counties of North Carolina](#)?

Does the project potentially affect an "[Area of Environmental Concern](#)"?

(Example: Coastal Wetlands, Coastal Shoreline, Inlet, or Marsh.)

USACE (404) & DWR (401) Review:

Does the project impact surface waters (streams, rivers, ponds, lakes, etc.) or wetlands?

Is the project located in one of [DWR's "Buffer Basins/Watersheds"](#)?

(Catawba, Goose Creek, Jordan Lake, Neuse, Randleman, Tar-Pamlico)

If "Yes", does the project involve ground disturbance or vegetation clearing within 50 feet of surface water (streams, rivers, ponds, lakes, etc.)?

Is the project located in a county with trout streams? **If "Yes" and there are impacts to streams, coordination with N.C. Wildlife Resource Commission (NCWRC) will be required with Form B and if funded.*

Does the project have impact within 50 feet of a designated trout stream or tributary?

Floodplain Permit:

Is the project located within any Federal Emergency Management Agency (FEMA) designated floodplains determined by the [NC Flood Mapping Program](#)?

Sedimentation & Erosion Control Plan Review:

Will the project require disturbance (clearing vegetation and/or trail tread, grading, etc.) equal to or exceeding 1 acre? ** Erosion & sedimentation control measures are required regardless of the size of the disturbance area, in order to prevent accelerated erosion and off-site sedimentation.*

Threatened & Endangered Species Review:

Are there any threatened or endangered species (or habitats supporting threatened or endangered species) located within 2 miles of the project area?

** The U.S. Fish & Wildlife Service (USFWS) provides a [county by county](#) listing of federally protected species and the potential occurrences of threatened or endangered species.*

Dam Permit:

Is the project located on or adjacent to a dam, pond, or lake?

Wild & Scenic Rivers Review:

Does the project impact waterways designated as [Wild & Scenic Rivers](#)?

Document Checklist

Please indicate which documents were submitted with your application, by checking the appropriate box.

* reference [RTP Guidelines Booklet](#) for document details.

Overview Map:

Project Specific Map:

Environmental Topography Map: (*USGS topographical maps*)

Project Timeline:

Land Use documents:

Governing Body's Commitment:

Public Comment documentation:

Authorization

"I am authorized by the Project Sponsor to submit this application and understand that this application will be evaluated on the basis of the information submitted, and the submission of incorrect information can result in this application being withdrawn from consideration."

Name:

Title:

Date:

Please submit the application by email, as an attachment, to dprstate.trails@ncparks.gov.
Save the application to your computer, include the Agency & project name in the file name. One can
use the "Save" buttons provided.

In the email submission, include the required documents as separate .pdf attachments.